

CHATHAM FIRE PROTECTION DISTRICT  
 BOARD OF TRUSTEE MINUTES  
 May 14, 2024

- **CALL TO ORDER**

- ❖ Meeting was called to order at 1730 hours.

- **ROLL CALL**

- ❖ Present were Trustee Perkins, Trustee Mueller, Trustee Bell; Chief Self; Assistant Chief Bolletta; Division Chief Rose; Lt. Bramley; FF/EMT B Faloon and Office Manager Kashima Stotts

- ❖ Absent:

- **APPROVAL OF PREVIOUS MINUTES**

- ❖ Open session minutes of April 23, 2024, minutes were presented for approval. Motion to approve the minutes was made by Trustee Bell seconded by Trustee Perkins; motion passed.

Perkins            yes                                  Mueller            yes                                  Bell                                  yes

- ❖ Closed session minutes of April 09, 2024, minutes were presented for approval. Motion to approve the minutes was made by Trustee Perkins seconded by Trustee Mueller; motion passed.

Perkins            yes                                  Mueller            yes                                  Bell                                  yes

- **TREASURERS REPORT**

- ❖ Trustee Perkins and Trustee Bell accepted the treasurer’s report.

	04/23/2024	05/14/2024
United Community Bank M/M	\$ 52,183.18	\$ 110,266.98
Bank & Trust M/M	\$ 1,833,116.34	\$ 1,779,707.33
Bank & Trust Pension	\$ 17,980.99	\$ 22,464.14
Bank & Trust Equipment Reserve Fund	\$ 765,894.15	\$ 767,362.99
Bank & Trust Real Estate Fund	\$ 620,446.55	\$ 621,636.45
Bank of Springfield CD Investment	\$ 573,638.55	\$ 576,384.69
Bank & Trust Death Benefit Supplement	\$ 20,037.63	\$ 20,076.06
Bank & Trust Foreign Fire Insurance Board	\$ 13,849.41	\$ 13,856.69
Bank & Trust Foreign Fire Insurance Board MM	\$ 43,214.30	\$ 43,309.02
Bank & Trust Donations & Memorial Fund	\$ 1,779.10	\$ 1,910.03
Chatham Fire Department Volunteer Account	\$ 4,541.72	\$ 4,520.32
Bank & Truste Foreign Fire Insurance Board CD	\$ 76,949.04	\$ 76,949.04

- ❖ Motion was made to pay the bill by Trustee Mueller and seconded by Trustee Bell; motion passed.

Perkins            yes                                  Mueller            yes                                  Bell                                  yes

- **PUBLIC COMMENTS AND CONCERNS:**

- ❖ By probationary FF Reese Mueller, radio testing went good at the schools he enjoyed the opportunity to assist Assistant Chief Bolletta today.

- **OLD BUSINESS:**

- ❖ Discussion / Acceptance of the bids received to repair the roof due to hail damage was discussed and table for further discussion currently waiting on a bid.

- **NEW BUSINESS:**

- ❖ The Vendor List was discussed, no new vendors at this time.

- ❖ Discussion / Approval of the bids for the surplus equipment in the wash bay was discussed, and the items will be given to the highest bidder.

- ❖ Discussion / Approval to purchase hand tools for the maintenance room toolbox not to exceed \$350.00 was discussed, Trustee Perkins made a motion to purchase hand tools and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval to purchase DeWalt cordless tool set for station maintenance use not to exceed \$369.00 was discussed, Trustee Bell made a motion to purchase the tool set and was seconded by Trustee Mueller; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval to purchase EMS week gifts, X-Shears and Stream light Penlights not to exceed \$2,500.00 was discussed, Trustee Perkins made a motion to approve the purchase of EMS week gifts and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval to repair 3F29 exterior compartment door in the amount of \$602.43 was discussed, Trustee Mueller made a motion to approve the repair of 3F29 not to exceed the amount of \$650.00 and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval of the Starcom radio user agreements with Sangamon County was discussed, Trustee Mueller made a motion to approve the user agreement with Sangamon County and was seconded by Trustee Bell; motion passed.

Perkins	yes	Mueller	yes	Bell	yes
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- ❖ Discussion / Approval of the purchase of 1200 feet of 1.75" hose from Dinges Fire Equipment for a total of \$6,696.00 was discussed, Trustee Mueller made a motion to approve the purchase of hose and was seconded by Trustee Bell; motion passed.

Perkins            yes                    Mueller            yes                    Bell                    yes

- ❖ Discussion / Approval to accept the two names request from the Board of Fire Commissioners for new hire from the current eligibility roster was discussed, Trustee Mueller made a motion to accept the names Anthony McKee and Ryan Maul from the list and was seconded by Trustee Bell; motion passed.

Perkins            yes                    Mueller            yes                    Bell                    yes

- ❖ Discussion /Approval to hire/promote for the upcoming Division Chief Vacancy was discussed, Trustee Bell made a motion to temporarily promote Lt. Ryan Bramley to the role of Division Chief and FF/EMT P Ryan Damhoff to the role of Lt. effective June 3<sup>rd</sup> 2024, and was seconded by Trustee Mueller; motion passed.

Perkins            yes                    Mueller            yes                    Bell                    yes

- ❖ Discussion /Approval to purchase two ceiling fans for the apparatus bay no to exceed \$1,000.00 was discussed, Trustee Perking made a motion to approve the purchase of the two ceiling fans and was seconded by Trustee Mueller; motion passed.

Perkins            yes                    Mueller            yes                    Bell                    yes

- ❖ Discussion / Approval to purchase two heavy duty shelving units for the maintenance room not to exceed \$1,000.00 was discussed, Trustee Mueller made a motion to approve the purchase of the two shelving units and was seconded by Trustee Bell; motion passed.

Perkins            yes                    Mueller            yes                    Bell                    yes

- ❖ Discussion / Approval to pay the Sangamon County Tax Bill in installments or in full was discussed, Trustee Mueller made a motion to pay the Sangamon County Tax bill in full in the amount of \$369.26 and was seconded by Trustee Perkins; motion passed.

Perkins            yes                    Mueller            yes                    Bell                    yes

- ❖ Discussion /Approval to appoint a new commissioner or re-appoint Commissioner Shane Hill for another three-year term was discussed, Trustee Mueller made a motion to re-appoint Commissioner Shane Hill and seconded by Trustee Bell; motion passed.

Perkins            yes                    Mueller            yes                    Bell                    yes

- ❖ Discussion / Approval of the FY25 Intergovernmental Agreement or Appendix A for the upcoming contract period with Local Government Healthcare was discussed, Trustee Mueller made a motion to approve entering FY25 Agreement with Local Government Healthcare and was seconded by Trustee Bell; motion passed.

Perkins            yes                    Mueller            yes                    Bell                    yes

- **BOARD OF FIRE COMMISSIONERS:**
  - ❖ Report given by Chief Self
    - Providing two to the district for the next district meeting
    - Lists are still active and are at a standstill.
  
- **PENSION BOARD:**
  - ❖ Discussion by Division Chief Rose
    - We are looking to have an independent audit done by Nyhart, it has been four years.
  
- **FOREIGN FIRE INSURANCE BOARD:**
  - ❖ Discussion given by FF/EMTP Damhoff
    - Headset discussion gathering information. Approaching the district to see if they would be interested in splitting the cost for the purchase.
  
- **CHIEF SELF'S REPORT**
  - Mr. Mueller needs to set up the online payment for the FC, AC and DC credit cards.
  - Firehouse Issues
    - Roof –
      - Our roof is a hard bid since it is part of the structure, most companies will not do the standing seam roof.
  - Awards programs
    - Will update SOG.
  - New apparatus equipment.
    - Rig and ambulance arrive next fiscal year.
      - Equipment needed.
        - Hooks and forcible entry tools
        - Res-Q-Jacks
        - Battery operated fans.
        - Tools
        - Saws
        - Nozzles and appliances
  - Hiring
    - Adding two new members in June
      - This will bring us to full staffing.
      - Plan to send four to fire academies in July and September.
  
- **ASSISTANT CHIEF BOLLETTA'S REPORT**
  - Grants
    - AFG – nothing new to report
    - NHTSA – working on application.
  - Radio System Pagers and Radios
    - System testing has resumed.
  - Training
    - Radio training is happening now.
  - Surplus
    - Nothing to report.
  - Rescue Task Force

- Nothing new to report.
- Ambulance Remount
  - Remount.
- Other
  - Safety issue in the maintenance room with shelving. Current shelving is unstable and pulling away from the wall.
  - Bins for each member's spot in the turnout gear room.
  - Ceiling fans will be scheduled to be installed.
- **DIVISION CHIEF ROSE'S REPORT**
  - Vehicles
    - 3F29 is back at Schults Automotive for brake work and lighting program issue.
    - Truck one, no change in the leak currently.
    - Engine two was back in service on Wednesday, all repairs have been made.
    - Engine Three repaired air horns and repaired some lighting.
    - Engine one is at Rush Truck Center with an alternator issue.
    - Currently training to get HR training caught up and entering assets and maintenance as time allows.
      - The billing company has sent our first files for runs from March. All personnel signed up for dashboard with the new billing provider. information.
      - Billing company has sent our first files for runs from March.
- ❖ **CLOSED SESSION**
  - ❖ No closed session during meeting.
- **ADJOURNMENT**
  - ❖ Motion to adjourn meeting at 1856 hours was made by Trustee Bell and was seconded Trustee Perkins; motion passed.

Perkins            yes                    Mueller            yes                    Bell                    yes

Minutes by Office Manager Kashima Stotts